



X APPENDICES

Appendix A
HEREFORD PLANNING COMMITTEE

Mark Bilger, Hereford Volunteer Fire Company

Dr. Harold Burton, Hereford-at-large

Joe Driver, Freeland Community Association

Jim Edmunds, Greater Sparks - Glencoe Community Council

Vernon Foster, Agricultural Community

George Gemmill, Maryland Line Area Association

Lucy Ikeler, Citizens Alliance of Northern Baltimore County
Cochair Phase I

Ruth B. Mascari, Greater Sparks - Glencoe Community Council

Wayne McGinnis, Agricultural Community

Dr. Richard W. McQuaid, Maryland Line Area Association

Horace Palmer, Hereford-at-large

Glenn Peabody, Citizens Alliance of Northern Baltimore County
Cochair Phase I

Donald Pearce, Hereford Community Association

Frank Purdum, Freeland Community Association

Kelley Rice, Hereford Volunteer Fire Company

Marion V. Runkles, III, Wiseburg Community Association

Randy Shelley, Vice Chairperson, Phase II

Nancy M. Smith, Wiseburg Community Association, Secretary, Phase I

Thelma Thompson, Secretary, Phase II

Carl J. Yarema, Hereford Business Association

Eleanor Yarema, Chairperson, Phase II

Dr. Gordon Zorn, Hereford Business Association

Appendix B

SUGGESTED GUIDELINES FOR ARCHITECTURAL RESTORATION

A. Architectural Elements

1. Windows and Doors: Existing windows and doors including the window sash, glass, lintels, frames, molding, shutters, and steps, should be retained and repaired whenever possible. If a new window or door must be used, it should be of a compatible material to the front facade. Changing the size or arrangement of window panes, muntins and rails where they contribute to the historic and architectural character of the building is discouraged. Inappropriate window or door features on significant facades are discouraged.
2. Storm Windows: Exterior storm windows and doors may be installed if they are visually unobtrusive, do not cause damage to existing frames, and can be removed in the future. Storm windows should match the trim color. Mill-finished aluminum can be painted to match.
3. Porches and Steps: Porches and steps which are appropriate to the building and the site should be retained. The original material and architectural features of porches and steps should be retained whenever possible.
4. Roofs: The original roof shape should be preserved. All architectural features which give the roof its essential character should be preserved or replaced in a compatible manner.
5. Architectural Metals: Architectural metals should be cleaned when necessary with an appropriate method that does not abrade the surface.
6. Masonry Surface and Repointing: Original masonry should be retained whenever possible, without applying any surface treatment, including paint. When repointing of mortar joints is absolutely necessary, old mortar should be duplicated in composition, color, texture, method of application and joint profile. The surface cleaning of structures shall be undertaken with the gentlest means possible.

7. Walls, Fences and Railings: Removal or replacement with inappropriate material or design is discouraged, where these are historically or architecturally important elements of the design and character of the structure and district.
- B. Wood Frame Buildings: Architectural features such as cornices, brackets, window and door molding and details, clapboard, weatherboard, shingles and other wood siding are essential and parts of the character and appearance of frame buildings, should be retained and preserved whenever possible. Frame buildings should not be resurfaced with new materials which are inappropriate for the building or which will cause deterioration of the original structure.
- C. Structural Systems: Existing foundations should not be disturbed with new excavations that could undermine the structural integrity of the building.
- D. Mechanical Systems: Exterior cables, i.e., electrical, telephone and cable TV, should be installed in places where they will be visually unobtrusive. Audio/video antenna and mechanical equipment, i.e., air conditioning and solar panels, should be placed in as inconspicuous a location as possible.

Appendix C
DESIGN GUIDELINES FOR LIGHTING AND SIGNAGE

LIGHTING

Purpose - To provide visual affordability, to insure proper protection and security, to promote and maintain public safety.

A. Signage Restrictions

1. May be lit only during hours open for business.
2. All flood and spot lights on ground level are to reflect only on signs or points of interest. Light beams may not cross or interfere with any line of vision or sight view of pedestrians and vehicular traffic.
3. Light source must be covered with reflecting shield and meet safety guidelines as stated under Illumination of Signage.
4. Wattage addressed under Illumination of Signage.

B. Parking Lots Lighting Specifications

1. Pole lights not to exceed 25 (twenty-five) feet.
2. Illumination not to exceed 1-2 (one to two) candle feet at most distance point on lot.
3. Illumination to be reduced after business hours or 11 p.m., but to maintain adequate security.

C. General Lighting

1. Particular care and planning are to be afforded the entire property area in order to eliminate crime spots and to maintain public safety.
2. Important areas for proper illumination are streets, sidewalks, stairwells, walkways, paths, and parking areas.
3. Security lighting to be maintained after business hours and 11 p.m.

SIGNAGE

Purpose - To reflect Hereford's unique character heritage, to provide for pedestrian and traffic safety, and to identify public buildings, emergency centers, consumer needs, tourist information, and other points of interest.

A. Design and Placement of Signage

1. Types

- a. Wall - that attached directly to wall
- b. Projecting - attached to wall and projecting out
(usually at a 90° angle)
- c. Free standing (own support, anchored to ground)

2. Simplicity

- a. Key factor to good design and legibility
- b. Bold, easy, recognized symbols and clear crisp lettering
- c. Enhances area of location

3 Color

- a. Background
- b. Contrasting letters
- c. Emphasis (borders, motifs, shading for dimensions)

4. Message

- a. Keep simple for rapid comprehension by public
- b. Pictures, symbols, logos add individuality and character

5. Size

- a. Keep in scale with viewer location and speed
- b. Scaled to building
- c. Blend with architectural design

B. Material and Construction of Signage

1. Durable and weatherproof
2. Natural and man-made materials that blend/complement and are attune to building design
3. Recognized business items and figures may be used as a sign, e.g., barber pole, a red cross, fire engine, food item, animals, etc., and Historical designated items.

C. Illumination of Signage

1. Projecting signs may be illuminated by concealed lighting at top of sign, reflecting down on sign, with a shield covering sources of light
2. Free standing and wall mounted signs may be illuminated by:
 - a. Shielded, safety protected light at ground level - must be stationary, grilled covered and tamper proof. Source must be concealed. Not to exceed 300 watts on any one side.
 - b. Enclosed soft glow internal illumination. Not to exceed 50 candle foot power illumination level - Max. of 5 amps per unit.
3. No flashing, rotating or moving parts except for example types stated in B-3.

D. Simplicity of Design

1. No more than 3 (three) different type styles of lettering shall be used on same sign (to avoid cluttered appearance).
2. No more than 2 (two) different signs per building (attached and projecting).
3. No more than 3 (three) styles allowed on a multiple use building.
4. One free standing sign - not to include safety, traffic or public signs.
5. Small enter and exit signs may be used on doors or placed near main roads if traffic patterns warrant.
6. Color must be compatible, in good taste and complement design of building.
7. Message
 - a. Adequately identify service, usage or activities.
 - b. Promote safety and comfort for well-being of users from street, road and highway.
 - c. Maintain character of surroundings.

E. Size to be kept in scale with building, viewer, location and speed

1. Wall/individual letters - scaled to building placement space. Not to cover any architectural detail.
2. Multiple use building - 2'x3' wall mounts allowed for each user entrance.
3. All free standing signs and spotlights are to be integrated with plantings and must be set back from road as to not interfere with sight view and right of way of pedestrian or motorist.
4. Free standing signs not to exceed 25 (twenty-five) sq. feet per side.
5. Projecting signs - at least 10 (ten) feet above pedestrian walkway.
6. No sign together with supporting frame work shall exceed 10 (ten) feet in height above ground level.
7. Small exit and enter signs at road side not to exceed 1 (one) foot by 2 (two) feet.
8. No letters, symbols or advertising items allowed above building roof line (cornice).

F. All Others

1. Temporary signs may remain up to 30 days. Exception may be construction signs, County permits or any government related usage, to be removed when project is completed.
2. All abandoned or discontinued signs shall be removed from premise within 30 (thirty) days by owner.
3. Special events may be posted up to 30 days ahead of event and removed at closing of event.
4. Window to remain free of signs except for temporary signs - blocking no more than 1/3 (one-third) of surface. Temporary signs to remain posted no longer than 30 days. Excluding small open and closed signs.

5. Small, low profile signs with business hours and credit card acceptance may be inconspicuously posted on door or window.
6. Non-conforming signs (existing before regulation) shall conform with current standards when replacing, painting or major repairs are needed.

G. Prohibited Signs

1. Billboards or flashing light signs.
2. Portable or trailer type
3. Streamers, pennants, ribbons, spinners and etc., only on a limited basis for special announcements, advertising or events no longer than 30 (thirty) days.
4. String lights only as part of holiday celebration.
5. No sign except for traffic, regulatory or informational sign shall use the words "STOP", "CAUTION", or "DANGER", none shall incorporate red, amber or green lights resembling traffic signals or resemble stop or yield signs in shape or color.
6. No sign that constitutes a hazard to pedestrian or vehicular traffic because of intensity or direction of illumination.
7. All signs shall be kept in a state of good repair and maintenance.
8. Permits and fees are according to County requirements.

Appendix D
INAPPROPRIATE USES

NOTE: These businesses are inappropriate due to one or more of the following concerns - water, sewerage, traffic, pollution, appearance and safety.

Business Type

Dry Cleaning Plant	Storage
Arcade	Boat Yard
Excavation	Sludge Disposal
Auto Parking Lot	Laundromat
Animal Boarding	Heliport
Picnic Grove	Kennel
Printing Plant	Auto Sales
Wholesale Commercial Killing	Race Track
Sanitary Landfill	Shooting Range
Wireless Transmitting/Receiving	Antennas
Amusement Devices	Trailer Park
Motel/Motor Court	Truck Stop
Used Auto Sales	Tavern
Storage Underground Gases	Warehouse
Drive-Thru Restaurant	Car Wash

Appendix E
ACCEPTABLE LAND USES

USE	MAP SECTION*	LIMITATIONS/COMMENTS
Police Station	2, 3, 5	
Sr. Citizens Center	2, 3, 5	
Recreation Center	1 - 5	
Emergency Health Center	1 - 5	
Fast Foods	1 - 2	May be restricted by environmental constraints
Contractors (Light)	1, 2, 3, 5	
Restaurant	1 - 6	May be restricted by environmental constraints
Lumber Supply	1, 3	Accessory Use Only
Lumber Supply-Primary	1	
Farmers Market	1 - 6	According To County Definition
Day Care	1 - 7	
Recycle Center	1 - 5	Collection Only
Trailers		Temporary Use Only
Resident Art Salon	1 - 7	
Coin Operated Rides	1, 2, 5	Accessory Use Only
Community Swimming Pool	1 - 5	Connection W/Recreation Area
Photomat	2	Accessory Use
Public Utilities		
Service Center	1 - 6	
Service Station	1, 2	
Community Building	2 - 5	
Laboratory	1 - 6	Special Exception Only
Bed and Breakfast	1 - 7	
Small Retail		
Commercial Killing	3	
Residential	1 - 7	
Open Space	1 - 7	
*See Map _		

Appendix F
LITERATURE CITED

- Clemens, S.B. and C.E. Clemens. 1983. From Marble Hill to Maryland Line. An Informal History of Northern Baltimore County. C.E. & S.B. Clemens, Baltimore, MD 76 p.p.
- Goodman, W.I., editor. 1968. Principles and Practice of Urban Planning. International City Manager's Association, Washington, D.C.
- Legg Mason Realty Group. 1989. Economic Forecasts for Baltimore County's 1989 Master Plan. Baltimore, MD.

A C K N O W L E D G E M E N T S

Hereford Plan Committee

Baltimore County Office of
Planning and Zoning

Baltimore County Department of Public Works

Baltimore County Department of
Environmental Protection and Resource Management

Economic Development Commission



Baltimore County Government
Office of Planning and Zoning
Towson, MD 21204
887-3211